

Reclamation Manual

Policy

Subject:	Environmental Management Systems
Purpose:	To establish the Bureau of Reclamation's environmental management policy and the responsibilities for implementation and maintenance of Environmental Management Systems at all appropriate facilities on Reclamation lands. The benefit of this Policy is continual improvement in managing Reclamation's environmental liability.
Authority:	Executive Order 13148 Greening the Government through Leadership in Environmental Management; Clean Water Act (CWA), 33 United States Code (U.S.C.) 1251 et seq., as amended; Clean Air Act, 42 U.S.C. 7401-7671q, as amended; Resource Conservation and Recovery Act, 42 U.S.C. 6901 et seq.; Toxic Substances Control Act, 42 U.S.C. 2601 et seq.; Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 42 U.S.C. 9601 et seq.; Oil Pollution Act, 33 U.S.C. 2701-2761; Protection of the Environment Title 40 Code of Federal Regulations (CFR), Departmental Manual (DM); 515 DM 4.
Approving Official:	Commissioner
Contact:	Water and Environmental Resources Office, 84-55000

1. **Scope.** This document establishes Reclamation's environmental management Policy for implementation and maintenance of Environmental Management Systems (EMS) at all appropriate facilities located on Reclamation lands. This EMS Policy requires that all management, at a minimum, consider potential environmental impacts associated with the use of hazardous substances, oils, and generation of solid or hazardous waste associated with an appropriate facility's activities.
2. **Introduction.** EMS focuses on management practices rather than specific activities. They are tools used to address Reclamation management's significant environmental issues and concerns. EMS also provides a framework for the senior-level management of Reclamation's environmental liability. EMS may incorporate general requirements or targets but do not specify how those requirements will be implemented.
3. **Environmental Management Policy.** Reclamation is committed to waste minimization and pollution prevention and will seek to continually improve our environmental practices and pollution prevention through implementation and maintenance of EMS. At a minimum, EMS will be applied to the systematic control and mitigation of environmental impacts associated with the management of hazardous substances, oils, and solid or hazardous waste. Senior-level management shall ensure incorporation of EMS activities into an appropriate facility's operations and maintenance relative to that facility's environmental aspect(s). This management shall be achieved through planning, funding, implementation,

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measurement, evaluation, and management review. (See Reclamation Manual (RM) Policy, *Hazardous Waste and Material Management*, ENV P01.) Reclamation is committed to:

- A. Compliance with the applicable environmental laws cited above, as well as pertinent regulations and other requirements of the Department of the Interior and Reclamation.
 - B. Implementation and maintenance of this Policy.
 - C. Communication of this Policy and associated EMS information to all employees.
 - D. Communication of this Policy to the public and to relevant partners that have the potential to interact with the environment.
 - E. Establishment and maintenance of programs and procedures for auditing and monitoring an appropriate facility's activities on Reclamation lands that have potential environmental impacts.
4. **Terms and Definitions.** For the purposes of this document, the following terms and definitions apply.
- A. **Appropriate Facility.** A facility, on Reclamation lands, that exhibits significant environmental impacts based on the identification of its environmental aspects.
 - B. **EMS.** Those parts of a facility's management practices that develop and implement its environmental policy, and manage its environmental aspects. EMS are affected by organizational structure, planning, responsibilities, practices, procedures, processes, and resources.
 - C. **Environmental Aspect.** That part of an activity that, at a minimum, involves the use of hazardous substances, oils, and generation of solid or hazardous waste in support of water delivery or power generation, and that may result in an environmental impact (e.g., the accumulation of used solvent resulting from a vehicle maintenance activity).
 - D. **Environmental Impact.** Any qualitative or quantitative change to the environment, whether adverse or beneficial, wholly or partially resulting from an appropriate facility's operation and maintenance. At a minimum, this includes the use or generation of hazardous substances, oils, and generation of solid or hazardous waste.
 - E. **Hazardous Substance.** Any substance pursuant to the definitions established through CWA Sections 311 and 307(a); CERCLA Section 102(a), and that appear at 40 CFR 302.4. (See 40 CFR 373.4.)
 - F. **Oils.** Oil of any kind or in any form, including but not limited to, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil. (See CWA 33 U.S.C. 1321 and 40 CFR 109.2, 112.2, 113.3)

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5. Responsibilities.

A. Reclamation EMS Coordinator.

- (1) The Reclamation EMS Coordinator under the Director, Office of Program and Policy Services, is responsible for the development of RM Policy and Directives and Standards relevant to Reclamation's development, implementation and monitoring of EMS at appropriate facilities on Reclamation lands. The EMS Coordinator provides technical assistance and guidance to regional and area office staff on implementation, technical issues, and development of EMS environmental performance measures.
- (2) The Reclamation EMS Coordinator will coordinate the collection of Reclamation-wide data on the implementation and performance of Reclamation's EMS for bureau-wide reporting requirements. Reporting of EMS implementation and performance will occur at least annually.

B. Regional Directors. Regional directors are responsible for compliance with all applicable environmental requirements and for implementation of EMS in their region in accordance with RM Directive and Standard, *Environmental Management Systems*, ENV 05-01.